

# User Manual for registration for the Career Fest

## 2K13

It's a very easy process; you just need to follow the following steps:

**Step 1:** In your browser, Enter this URL [www.vsmandal.org/careerguru](http://www.vsmandal.org/careerguru). I know you reached to this user manual that means you already covered first step. This URL will direct you to the following page.

**CAREER FEST.ENG-2013**  
A 'Careerguru' Initiative  
Vivekanand Seva Mandal, Dombivli (East)

Program Partner  
groomt grow

Home  
Who we are?  
Project I2I  
Career-Guru  
Career-Guru 2012  
TV coverage  
Media Coverage  
Testimonials

Career-Fest ENG-13  
Career Guidance Package  
Career Guidance ++ (First come basis)  
Group Counseling Sessions  
Login / Register Now

When: June 29 - 30  
Where: KDMC Krida Sankul, Dombivli (E)  
Registration: ONLINE  
FAQ

**Step 2:** Click on to **login/register** as shown in above picture; this will lead to the below page.

**CAREER FEST.ENG-2013**  
A 'Careerguru' Initiative  
Vivekanand Seva Mandal, Dombivli (East)

Program Partner  
groomt grow

Home Log In / Sign Up FAQs

**Already A Member!!!  
Log In to continue..**

Username \* E-mail Id  
Password \* Password  
Log In  
Forgot Password

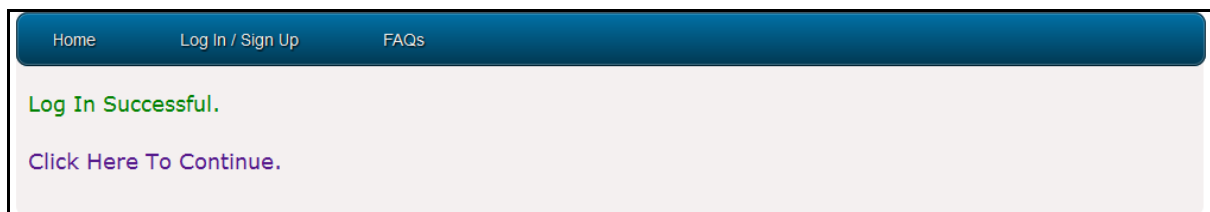
**Not A Member!!!  
Register for CF13 here..**

Username \* E-mail Id  
Password \* Password  
Confirm Password \* Re-enter Password  
Date of Birth \* 1 January 2000  
Gender \* Male  
Sign Up

**Step 3:** If you are visiting this page for the first time, then you need to first sign up (i.e *go to Not a Member!!! Register for CF13 here... side*). You can complete your sign up process by following the below mentioned points

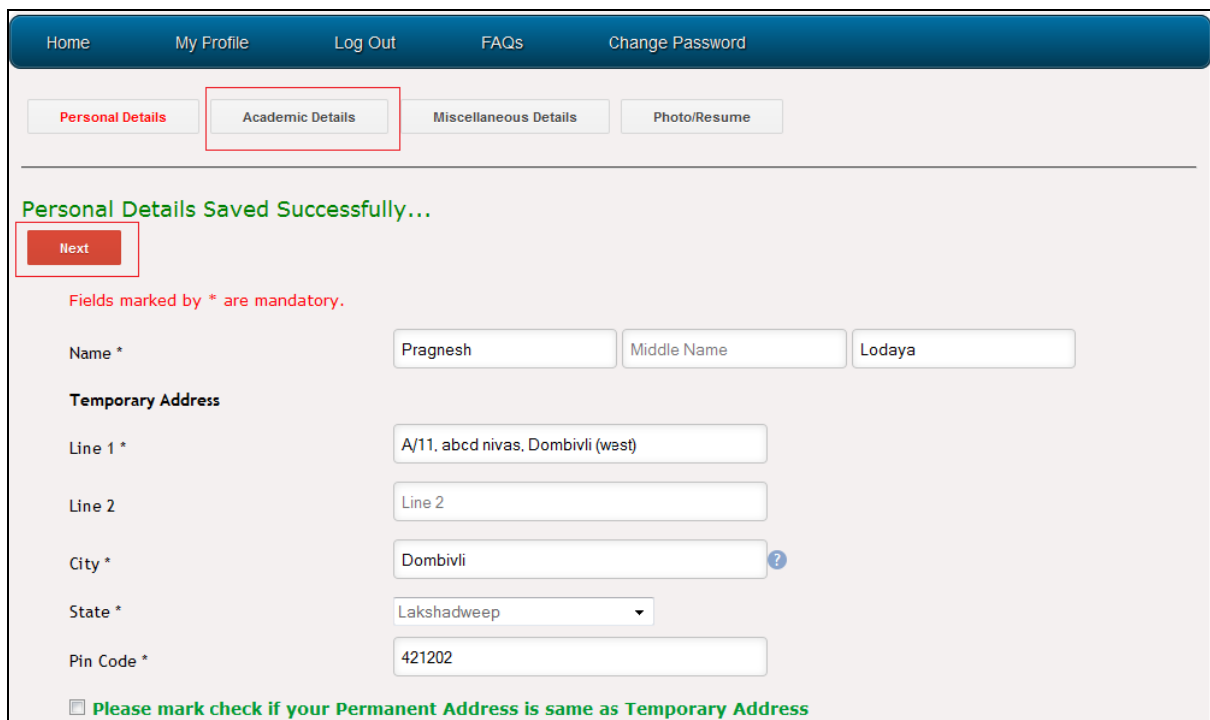
- 3.1 Enter all the necessary details in the sign up form(Note: In the Username field please enter your valid email id) and click on **Sign Up**.
- 3.2 After clicking on **Sign Up**, you will receive a mail regarding successful sign up on the email id, which you mentioned while signing up.
- 3.3 In that mail you will be given a link. By clicking on that link the sign up process will be completed.

**Step 4:** If you have already signed up, then proceed with log in. Enter user name and password and click on log in this will lead you to following page.



The screenshot shows a dark blue header with links: Home, Log In / Sign Up, and FAQs. Below the header, the text "Log In Successful." is displayed in green. Underneath, there is a purple link that says "Click Here To Continue."

**Step 5:** Click on **Click Here To Continue**, this will lead to following page.



The screenshot shows a dark blue header with links: Home, My Profile, Log Out, FAQs, and Change Password. Below the header, there are four tabs: Personal Details (highlighted in red), Academic Details, Miscellaneous Details, and Photo/Resume. The main content area displays "Personal Details Saved Successfully..." in green. Below this, there is a red "Next" button. A note states "Fields marked by \* are mandatory." The form includes fields for Name (Pragnesh), Middle Name (Lodaya), Temporary Address (Line 1: A/11, abcd nivas, Dombivli (west), Line 2: Line 2, City: Dombivli, State: Lakshadweep, Pin Code: 421202), and a checkbox for "Please mark check if your Permanent Address is same as Temporary Address".

**Step 6:** After coming to this page follow the bellow mentioned steps:

- 6.1 Enter all the personal details and click on **Save Profile** button.
- 6.2 This will give you the message as shown above, **Personal Details Saved Successfully...**
- 6.3 Then click on **Next** or above mentioned Tab of **Academic Details**, which is highlighted in above picture. This will lead to the following page

Home My Profile Log Out FAQs Change Password

Personal Details Academic Details Miscellaneous Details Photo/Resume

Academic Details Saved Successfully..

Next

Fields marked by \* are mandatory.

University \* Autonomous

Course \* Engineering Diploma

Branch \* Computer Engineering

College \* Anjuman-Islam's M.H. Saboo Siddik College of Engineering, Byculla, Mumbai

Dead KT's \* 0

Live KT's \* 0

Gap years? \* 0 Reason

**Step 7:** After coming to this page follow the bellow mentioned steps: (Note: Make use of Question Marks effectively, while filling up the Details)

- 7.1 Enter all the Academic details and click on **Save Profile** button on this page.
- 7.2 This will give you above shown message, **Academic Details Saved Successfully...**
- 7.3 Then click on **Next** or above mentioned Tab of **Miscellaneous Details**, which is highlighted in above picture. This will lead to the following page

Home
My Profile
Log Out
FAQs
Change Password

Personal Details
Academic Details
Miscellaneous Details
Photo/Resume

Miscellaneous Details Saved successfully..

Next

Fields marked by \* are mandatory.

Co-curricular activities

Extra-curricular activities

Hobbies

**Step 8:** After coming to this page follow the bellow mentioned steps: (Note: Make use of Question Marks effectively, while filling up the Details)

- 8.1 Enter all the details and click on **Save Profile** button.
- 8.2 This will give you the message as shown above, **Miscellaneous Details Saved Successfully...**
- 8.3 Then click on **Next** or above mentioned Tab of **PhotoResume**, which is highlighted in above picture. This will lead to the following page.

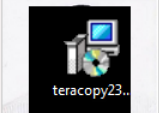
Home
My Profile
Log Out
FAQs
Change Password

Personal Details
Academic Details
Miscellaneous Details
Photo/Resume

Save & Select CareerFest-2013 Package

After uploading your Photo and Resume please select the Careerfest Package on next page by clicking the above red button.

Fields marked by \* are mandatory.



Upload Photo\*
(max size 150 kb)

Hi, Pragnesh Lodaya

Your Career Guru Profile Completeness Is
83%

My Resume\*

Browse...

Upload Resume\*
(max size 150 kb)

Click Here To View Resume

Profile Summary

Personal Details
(Edit)

Name
Pragnesh Lodaya

Temporary Address
A/11, abcd nivas, Dombivli (west)

Dombivli
Lakshadweep
421202

**Step 9:** After uploading your photo and resume properly (Note: maximum size 150 KB) click on the above highlighted button **Save & Select CareerFest-2013 Package**, this will lead you to the following page.

Home	My Profile	Log Out	FAQs	Change Password
Choose the Registration fee module looking onto the offerings of "Career Guidance" and "Career Guidance ++" Packages		Career Guidance Rs. 150/-		Career Guidance ++ Rs. 300/- *
Updates through 'CareerGuru' - Off Campus Placement Cell (Job opportunities coming post-event throughout 1 year)		✓	✓	
Attend Seminars addressed on specific Engg. Domains (Branch wise)		✗	1 Seminar	
Soft-skills Improvement		✓	✓	
Chat with Buddies		✗	✓	
Guidance on Resume making skills		✓	✓	
Personal Guidance on CV & Resume - Do's and Dont's		✗	✓	
Educational kit worth Rs.250/- (includes informative book and CDs)		✓	✓	
Pre-screening Aptitude Test for various companies from CareerGuru		✓	✓	
Informative sessions from various technical institutes by mock or stroll-around for PG courses		✓	✓	
Email alerts for 'Walk-Ins' in the respective domain companies from CareerGuru		✗	✓	
Email alerts from CareerGuru for Freshers and Proff. candidates via., Alumni network of our NGO		✗	✓	
<p>Note:</p> <ol style="list-style-type: none"> <li>1. Click on the 'Question mark' icon to know the significance of that particular.</li> <li>2. Once the 'Registration Module' is selected, It cannot be changed or transferred to other user.</li> </ol> <p><input type="checkbox"/> By selecting the Registration module, I am also abide to CareerGuru's Terms &amp; Conditions for Career-Fest.ENG - 2013. You can read the same by <a href="#">clicking here.</a></p>				
Select your choice of Registration module:		Register me with Career Guidance Package (Rs. 150/-)	Register me with Career Guidance ++ Package (Rs. 300/-)	

**\* Limited 500 Entries for Career Guidance ++ package**

## Step 10:

**10.1** In the above page, check the highlighted check box after reading the Terms & Conditions. Only after checking this check box only Button **Register me with Career Guidance Package** and **Register me with Career Guidance ++ Package** shown in above picture will be enabled. Before this, these buttons will be disabled.

**10.2** After clicking on any one button, following pages will occur according to package selection.

➔ For **Register me with Career Guidance Package (Rs. 150/-)**

GROUP COUNSELLING SESSIONS - SHAPING UP FOR PLACEMENT		
	Topic	No. of Sessions
<input type="radio"/>	What's right job for me? Placement awareness program	2
<input type="radio"/>	Tools in Placement Process: (Resume, Aptitude, GD, Interview Techniques)	6
<input type="radio"/>	Using Social Media & Networks for creating Career Opportunities	1
<input type="radio"/>	Entrepreneurship Awareness Program	1
<input type="radio"/>	Post graduation after Engineering (MS/M.Tech/ME etc.)	2
<input checked="" type="radio"/>	MBA post Engineering? (Cracking CAT/GMAT)	2
<input type="radio"/>	Not Interested	

➔ For **Register me with Career Guidance ++ Package (Rs 300/-)**

GROUP COUNSELLING SESSIONS - SHAPING UP FOR PLACEMENT		
	Topic	No. of Sessions
<input type="radio"/>	What's right job for me? Placement awareness program	2
<input type="radio"/>	Tools in Placement Process: (Resume, Aptitude, GD, Interview Techniques)	6
<input type="radio"/>	Using Social Media & Networks for creating Career Opportunities	1
<input type="radio"/>	Entrepreneurship Awareness Program	1
<input type="radio"/>	Post graduation after Engineering (MS/M.Tech/ME etc.)	2
<input checked="" type="radio"/>	MBA post Engineering? (Cracking CAT/GMAT)	2
<input type="radio"/>	Not Interested	

GROUP COUNSELLING SESSIONS - ENGG STREAMS		
	Topic	No. of Sessions
<input type="radio"/>	Career Opportunities in CORE (Mech./Chemical/Electrical/Civil/ Instru./Civil)	1
<input type="radio"/>	Career Opportunities in IT for NON IT engineers	2
<input type="radio"/>	Career Opportunities in IT - for core	2
<input checked="" type="radio"/>	Career Opportunities for EL & ELTC	3
<input type="radio"/>	Career Opportunities in Mechanical Engineering	1
<input type="radio"/>	Career Opportunities in Instrumentation Engineering	1
<input type="radio"/>	Career Opportunities in Electrical Engineering	1
<input type="radio"/>	Career Opportunities in Energy (oil, gas, nuclear & power) sector	1

**Step 11:**

- 11.1** In the above page select a seminar name which you want to attend, (Note: Remember that once you choose seminar from the list, it will not be change in any circumstances). After selecting seminar click on **Save Profile** button.
- 11.2** After clicking, the following page will be displayed and you will be able to view which seminar you have selected and then click on **Continue Profile**.

The screenshot shows a web interface with a dark blue header containing links: Home, My Profile, Log Out, FAQs, and Change Password. Below the header, a message reads: "A unique win-win-win OPPORTUNITY" and "Caution: Below Seminar Option(s) once selected would not be changed later." There are three columns of seminar options:

Companies	Participants	Institutions
<ul style="list-style-type: none"><li>• OFF campus recruitment week</li><li>• 5000+ engineers with 0-5yrs of experience</li><li>• Managed by NGO run CareerGuru placement cell</li><li>• Pre-screened candidates</li></ul>	<ul style="list-style-type: none"><li>• Seminars by eminent personalities</li><li>• Aptitude &amp; pre screening test</li><li>• Career Guidance</li><li>• JOB PLACEMENTS</li><li>• Personal counseling</li><li>• Chat with BUDDIES</li></ul>	<ul style="list-style-type: none"><li>• Exhibit with large foot fall</li><li>• 5000+ engineers searching career opportunities</li><li>• Managed by NGO run Career-Guru placement cell</li><li>• Sponsorship &amp; PR avenues</li></ul>

Below the columns, a link reads: [GROUP COUNSELLING SESSIONS - SHAPING UP FOR PLACEMENT](#). The text "Your selected seminar :" is followed by two green links: "MBA post Engineering? (Cracking CAT/GMAT) seminar." and "Career Opportunities for EL & ELTC seminar." At the bottom, there is a red button labeled "Continue Profile".

**Step 12:** After clicking on Continue Profile, you will come to a Survey page, fill the entire Survey form and click on submit button.

**Step 13:** After clicking on the Submit Button, you will get your Member\_ID and all the details regarding the registration process completion will be mailed to you.

**Step 14:** Last STEP Offline Payment- In order to get completely register for CareerFest-2K13, Payment needs to be done using any of the below mentioned options:

**OPTION 1:** Cash payment at: Vivekanand Seva Mandal, DnyanMandir, Sangitawadi, Dutta Mandir Chowk, Nerurkar Road, Dombivli (East)  
Timing: 04:00 pm to 08:30 pm [Except Friday]

**OPTION 2:** Pay to college representatives.

After paying the amount, you are completely registered for the Career Fest 2013.